

October 4, 2007

Franklin County Canvassing Board
c/o Zona Lenhart, Auditor
PO Box 1451
Pasco WA 99301-1451

Dear Canvassing Board Members:

In accordance with RCW 29A.04.570, the State Election Certification and Training Program conducted a comprehensive review of election procedures in Franklin County during the 2006 Primary Election.

The RCW also requires a follow-up visit prior to the next Primary or General Election to verify the County has taken the steps necessary to correct the changes recommended in the review report.

The following recommendations were discussed during my follow-up visit:

1. **Notice of Election** *The Franklin County Elections Department must include all candidates for Precinct Committee Officer in their Notice of Election who filed a declaration of candidacy.*

Follow Up: Precinct Committee Officer positions will not be on the ballot until the 2008 Primary. Franklin County will list all Precinct Committee Officer Candidates in their 2008 Primary Notice of Election.

2. **Auditor's Office as a Polling Place** *The Auditor's Office must create a new log for their disability access units that includes all the elements listed in WAC 434-250-330. Additionally the Office needs to post voting instructions in 16 point bold type for voters who are visually impaired. The Office should reposition the disability access units to afford the voter privacy while voting.*

Follow Up: Changes have been made in the log book and instructions. The DAU unit has been placed in the space formerly used as the Auditor's personal office.

3. **Special Absentee Ballot Request** *The Franklin County Auditor's Office should amend the application to include the requirements defined by the administrative rules.*

Follow Up: Changes have been completed.

4. **Ballot Security** *In the course of the review, the reviewer suggested the Auditor's Office install a hasp on the door where the ballots were stored...the Department needs to develop a procedure for documenting access to the metal cabinets...The Elections Department must change their procedures for securing the ballots after they have been tabulated...*

Follow Up: The hasp has been installed on the ballot storage room. Numbered seals are now used to secure the room. The keys to the locking cabinets are secured in a key cabinet with numbered plastic seals. Holes have been punched in the ballot storage boxes to allow for use of numbered plastic seals.

5. **Canvassing Procedures** *The Elections Department should refer these ballots [ballots with signatures or initials] to the Canvassing Board for rejection. Additionally, the Canvassing Board should change the procedure in the Canvassing Board manual.*

Follow Up: The manual has been changed.

6. **Disability Advisory Committee** *The Auditor's Office should continue to work to establish an advisory committee that has the required representatives, especially from the disability community. It is critical that the committee develop a plan as soon as possible.*

Follow Up: Franklin County continues the process of recruiting disability community representatives, but has been unsuccessful so far. The reviewer discussed different options. Franklin may contact Benton County to recruit members from their committee as well as contact state level representatives for help. They still do not have a plan and lack of committee membership is preventing the plan from being completely developed.

In addition to the recommendations implemented by Franklin County, they have also secured new space for their ballot operation, currently being remodeled for their use. The space should provide them more adequate work area in a secure environment.

Zona Lenhart and her staff should be commended for their obvious dedication to the election process and their desire to improve an already excellent operation.

If you have any questions, please feel free to contact me at 360.902.4146 or shmoss@secstate.wa.gov.

Sincerely,



Sheryl Moss
Election Certification and Training Program Manager